

**481—51.20(135B) Food and nutrition services.**

**51.20(1) Food and nutrition service definition.** Food service means providing safe, satisfying, and nutritionally adequate food for patients through the provision of appropriate staff, space, equipment, and supplies. Nutrition service means providing assessment and education to ensure the nutritional needs of the patients are met.

**51.20(2) General requirements.**

a. The food service shall provide food of the quality and quantity to meet the patient's needs in accordance with physician's orders and, to the extent medically possible, to meet the current Recommended Daily Dietary Allowances, 1989 Edition, adopted by the Food and Nutrition Board of the National Research Council, National Academy of Sciences and the following:

- (1) Not less than three meals shall be served daily unless contraindicated.
- (2) Not more than 14 hours shall elapse between the evening meal and breakfast of the following day.
- (3) Nourishment between meals shall be available to all patients unless contraindicated by the physician.

(4) Patient food preferences shall be respected as much as possible and substitutes shall be offered through use of appropriate food groups.

(5) When food is provided by a contract food service, all applicable requirements herein set forth shall be met. The hospital shall maintain adequate space, equipment, and staple food supplies to provide patient food service in emergencies.

b. Policies and procedures shall be developed and maintained in consultation with representatives of the medical staff, nursing staff, food and nutrition service staff, pharmacy staff, and administration to govern the provision of food and nutrition services. Policies and procedures shall be approved by the medical staff, administration, and governing body.

c. A current diet manual approved by the dietitian and the medical staff shall be used as the basis for diet orders and for planning therapeutic diets. The diet manual shall be reviewed, revised and updated at least every five years. Copies of the diet manual shall be readily available to all medical, nursing, and food service personnel.

d. Therapeutic diets shall be provided as prescribed by the attending physician and shall be planned, prepared, and served with supervision or consultation from the licensed dietitian. Persons responsible for therapeutic diets shall have sufficient knowledge of food to make appropriate substitutions when necessary.

e. The patient's diet card shall state likes, dislikes, food allergies, and other pertinent information.

f. Menus.

(1) Menus for regular and therapeutic diets shall be written, approved, dated and available in the food service area at least one week in advance.

(2) If meals served vary from the planned menu, the change shall be noted in writing as part of the available menu. A copy of the menu as served shall be kept on file for at least 30 days.

(3) Menus should be planned with consideration for cultural and religious background and food habits of patients.

(4) Standardized recipes with nutritional analysis adjusted to number of portions shall be maintained and used in food preparation.

g. Food shall be prepared by methods that conserve nutritive value, flavor, and appearance. Food shall be served attractively at appropriate and safe temperatures and in a form to meet individual needs.

h. Nutritional care.

(1) Nutrition screening shall be conducted by qualified hospital staff to determine the patient's need for a comprehensive nutrition assessment by the licensed dietitian.

(2) Nutritional care shall be integrated in the patient care plan, as appropriate, based upon the patient's diagnosis and length of stay.

(3) The licensed dietitian shall record, in the patient's medical record, any observations and information pertinent to medical nutrition therapy.

(4) Pertinent dietary records shall be included in the patient's transfer discharge record to ensure continuity of nutritional care.

(5) Discharge nutrition counseling and education shall be provided to the patient and family as ordered by the physician, requested by the patient or deemed appropriate by the licensed dietitian.

*i.* In-service training, in accordance with hospital policies, shall be provided for all food and nutrition service personnel. A record of subject areas covered, date, and duration of each session and attendance lists shall be maintained. In-service records shall be kept for a minimum of one year.

*j.* Food storage.

(1) Food storage areas shall be clean at all times.

(2) Dry or staple items shall be stored at least six inches (15 cm) above the floor in a ventilated room, not subject to sewage or wastewater backflow, contamination by condensation, leakage, rodents or vermin in accordance with the Food Code, 2001 Edition and 2003 Supplement, U.S. Department of Health and Human Services, Public Health Service, Food and Drug Administration, Washington, DC 20204.

(3) All readily perishable foods or beverages capable of supporting rapid and progressive growth of microorganisms that can cause food infections or food intoxication shall be maintained at temperatures of 40°F or below or at 140°F or above, at all times, except during necessary periods of preparation and service. Frozen food shall be stored at 0°F or below.

(4) There shall be a reliable thermometer in each refrigerator, freezer, and in storerooms used for food.

(5) Pesticides, other toxic substances, and drugs shall not be stored in the food preparation or storage areas used for food or food preparation equipment and utensils. Soaps, detergents, cleaning compounds, or similar substances shall not be stored in food storage rooms or areas.

(6) On the nursing unit, a separate patient food storage area shall be maintained that ensures proper temperature control.

(7) All patient food shall be covered, labeled, and dated in all food storage areas throughout the hospital.

*k.* Sanitation. Unless otherwise indicated, the sanitary provisions of the Food Code, 2001 Edition and 2003 Supplement, shall apply.

(1) All food service areas shall be kept clean; free from litter and rubbish; and protected from rodents, animals, roaches, flies and other insects.

(2) All utensils, counters, shelves, and equipment shall be kept clean; maintained in good repair; and shall be free from breaks, corrosion, open seams, cracks, and chipped areas.

(3) Plasticware, china, and glassware that are unsightly, unsanitary, or hazardous because of chips, cracks, or loss of glaze shall be discarded.

(4) Ice that is used in connection with food and drinks shall be from a sanitary source and shall be handled and dispensed in a sanitary manner.

(5) Wastes from the food service that are not disposed of by mechanical means shall be kept in leakproof, nonabsorbent, tightly closed containers when not in immediate use and shall be disposed of frequently.

*l.* All utensils used for eating, drinking, and the preparation and serving of food and drink shall be cleaned and disinfected or discarded after each usage.

(1) If utensils are washed and rinsed in a three-compartment sink, the utensils shall be thoroughly washed in hot water at a minimum temperature of 110°F using soap or detergent, rinsed in hot water to remove soap or detergent, and sanitized by one of the following methods:

1. Immersion for at least 30 seconds in clean water at 180°F.

2. Immersion in water containing bactericidal chemical at a minimum concentration as recommended by the manufacturer.

(2) If utensils are washed and rinsed in an automatic dishmachine, one of the following methods shall be used:

1. When a conventional dishmachine is utilized, the utensils shall be washed in a minimum of 140-160°F using soap or detergent and sanitized in a hot water rinse of not less than 170-180°F.

2. When a chemical dishmachine is utilized, the utensils shall be washed in a minimum of 120°F using soap or detergent and sanitized using a chemical sanitizer that is automatically dispensed by the machine and is in a concentration equivalent to 50 parts per million (ppm) available chloride.

(3) After sanitization, the utensils shall be allowed to drain and dry in racks or baskets on nonabsorbent surfaces. Drying cloths shall not be used.

**51.20(3) Food and nutrition service staff.**

a. A licensed dietitian shall be employed on a full-time, part-time or consulting basis. Part-time or consultant services shall be provided on the premises at appropriate times on a regularly scheduled basis. These services shall be of sufficient duration and frequency to provide continuing liaison with medical and nursing staffs, advice to the administrator, patient counseling, guidance to the supervisor and staff of the food and nutrition service, approval of all menus, and participation in the development or revision of departmental policies and procedures and in planning and conducting in-service education programs.

b. If a licensed dietitian is not employed full-time, then one must be employed on a part-time or consultation basis with an additional full-time person who has completed a 250-hour dietary manager course and who shall be employed to be responsible for the operation of the food service.

c. Sufficient food service personnel shall be employed, oriented, trained, and their working hours scheduled to provide for the nutritional needs of the patients and to maintain the food service areas. If food service employees are assigned duties in other service areas, those duties shall not interfere with the sanitation, safety, or time required for food service work assignments.

d. Hygiene of food service staff.

(1) Food service personnel shall be trained in basic food sanitation techniques; shall be clean; and wear clean clothing, including a cap or a hair net sufficient to contain and restrain the shedding of hair. Beards and mustaches that are not closely cropped and neatly trimmed shall be covered.

(2) Food service personnel shall be excluded from duty when affected by skin infection or communicable diseases in accordance with the hospital's infection-control policies.

(3) Employees' street clothing stored in the food service area shall be in a closed area.

(4) Kitchen sinks shall not be used for hand washing. Separate hand-washing facilities with soap, running water, and single-use towels shall be properly and conveniently located.

(5) Persons other than food service personnel shall not be allowed in the food preparation area unless required to do so in the performance of their duties.

**51.20(4) Food service equipment and supplies.**

a. Equipment of the type and in the amount necessary for the proper preparation, serving and storing of food and for proper dishwashing shall be provided and maintained in good working order.

(1) The food service area shall be ventilated in a manner that will maintain comfortable working conditions, remove objectionable odors and fumes, and prevent excessive condensation.

(2) Equipment necessary for preparation and maintenance of menus, records, and references shall be provided.

(3) Fixed and mobile equipment in the food service area shall meet the American Institute of Architects Guidelines for Construction and Equipment of Hospital and Medical Facilities, 2001 Edition, and the Food Code, 2001 Edition and 2003 Supplement. Equipment shall be located to ensure sanitary and safe operation and shall be of sufficient size to handle the needs of the hospital.

b. Food supplies.

(1) At least one week's supply of staple foods and a reasonable supply of perishable foods shall be maintained on the premises. Supplies shall be appropriate to meet the requirements of the menu.

(2) All food and beverages shall be of good quality and procured from sources approved or considered satisfactory by federal, state, and local authorities. Food or beverages in unlabeled, rusty, leaking, broken, or damaged containers shall not be accepted or retained.

(3) Milk and milk products shall be processed or manufactured in milk product plants meeting the requirements of the Iowa department of agriculture and land stewardship.

(4) Milk may be served in individual, single-use containers. Homogenized milk may be served from a dispensing device that has been approved for such use. Milk served from an approved device shall be dispensed directly into the glass or other container from which the patient drinks.

(5) Catered foods and beverages from a source outside the hospital shall be prepared, packed, properly identified, stored and transported in compliance with these regulations and other applicable federal, state, and local codes.

(6) Foods held in refrigerated or other storage areas shall be appropriately covered. Food that was prepared and not served shall be stored appropriately, clearly identifiable, and dated.

**51.20(5)** *Food service space.*

a. Adequate space for the preparation and serving of food shall be provided. Equipment shall be placed to provide aisles of sufficient width to permit easy movement of personnel, mobile equipment, and supplies.

b. Well-ventilated food storage areas of adequate size shall be provided.

c. Adequate usable refrigerated space shall be maintained for the storage of frozen and chilled foods.

d. Adequate space shall be maintained to accommodate equipment, personnel, and procedures necessary for proper cleaning and sanitizing of dishes and other utensils.